

# Preparing for Your ECYEH and ARP-HCY Monitoring with the Revised Monitoring Tool

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**Virtual Training Session**

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# Session Agenda

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**Welcome and logistics**

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**Rationale for ECYEH and ARP-HCY  
monitoring visits**

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**Revised monitoring tool**

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**Process of monitoring visits**

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**Best practices in monitoring  
preparation**

# Alphabet Soup

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**ECYEH** – Educating Children and Youth  
Experiencing Homeless Program

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**ARP-HCY** – American Rescue Plan – Homeless  
Children and Youth

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**McKinney-Vento** – McKinney-Vento Homeless  
Assistance Act

# Rationale for McKinney-Vento (ECYEH) monitoring

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As per the Every Student Succeeds Act, state education agencies (SEAs) must monitor local education agencies (LEAs) for compliance with the McKinney-Vento Homeless Assistance Act.

LEAs are monitored at least once in a 3-year cycle.

School closures for COVID altered some LEAs' sequence in the 3-year cycle.

# Rationale for ARP-HCY Monitoring Visits

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ARP-HCY monitoring is required once within the two-year window of its duration.

In some cases, the ARP-HCY and McKinney-Vento monitoring windows do not align.

As a result, three different types of monitoring will occur during the 2022-23 academic year.

# Three Types of Monitoring in 2022-23

## McKinney-Vento (ECYEH) only

- LEAs not yet monitored in the current monitoring cycle and **not receiving** ARP-HCY funds

## ARP-HCY only

- LEAs already monitored for ECYEH in the current cycle and **receiving** ARP-HCY funds

## Both McKinney-Vento (ECYEH) and ARP-HCY

- LEAs not yet monitored in the current monitoring cycle **AND receiving** ARP-HCY funds

# The Revised Monitoring Tools

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ECYEH and ARP-HCY monitoring tools provide the structured framework to provide evidence of compliance with the McKinney-Vento Homeless Assistance Act.

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Each question on the revised monitoring tools notes how it aligns with federal or state compliance:

**[BEC]** = addressed in the Education for Homeless Youth Basic Education Circular (BEC)

**[SEA]** = addressed in the USDE McKinney-Vento/ARP-HCY Monitoring Tool for the State Education Agency (SEA)

**[ARP-HCY]** = addressed in the ARP-HCY II application

# Major Changes

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Separated question answers from required and supporting documentation

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Clearly delineated required documentation and other supporting documentation

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Added scoring component to rating scale

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Added skip logic if LEA does not receive Title I funding

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Created a separate tool to do ARP-HCY monitoring for LEAs already monitored for ECYEH in this current cycle



# Major change

- Organization of questions according to topic:

Question Numbers	Topics
1 – 6	Homeless Liaison, responsibilities to disseminate McKinney-Vento information
7 – 20	LEA responsibilities as per PA BEC Education for Homeless Youth, ARP and HCY
21 A - G	Title I A
22 – 27	Other federal funding, best interest determination and dispute resolution
28 - 29	ECYEH training and support from regional offices
30	Reporting

# Significant addition

- Addition of **LEA Facts** at the beginning of the monitoring tool. This information is provided to the LEA in the LEA Profile and is included to provide background for the monitor.

<u>LEA Facts</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
Total LEA Student Enrollment			
% Economically Disadvantaged			
Title I Allocation			
Title I Allocation per Student			
% Homeless			

# Significant addition, continued.

- Addition of **Educational Success Outcomes Question**

- Information regarding students experiencing homelessness is provided in the LEA Profile. All Student Group data can be obtained from the LEA or in the PDE Future Ready Index.

Criteria	Students Experiencing Homelessness	All Student Group
English Language Arts/Literature	% Proficient and Advanced	% Proficient and Advanced
Mathematics/Algebra	% Proficient and Advanced	% Proficient and Advanced
Science/Biology	% Proficient and Advanced	% Proficient and Advanced
Attendance	Profile provides percent of students attending 90% + days for students that have attended at least 10+ days of school	Percent of Students with Regular Attendance attends 90% or more of the time.
Graduation	Number of students in grade 11 & 12 that graduated	Cohort Graduation Rate
High School Dropout Rate	Number of students who drop out in each grade 7-12	Dropout Counts grades 7-12 combined, Dropout Rate

# Additional Outcomes Information

Added to see how students experiencing homelessness perform compared to their peers

- Increase awareness of educational outcomes
- Guide possible interventions or services
- Not used to rate LEA

The LEA Profile provides information on students experiencing homelessness

- Based on required federal reporting
- Your Profile and Questioning the Data Guide in the Report Tab in ECYEH Data System

For All Students Group

- LEA should be able to provide the this information
- PDE Future Ready Index provides same information, but in some cases it reports the data element differently



# Revised Monitoring Tool Layout


## Beginning of monitoring tool:

- Purpose and design of monitoring tool
- Monitoring visit details
- LEA Facts
- Monitoring Tool Instructions
  - LEAs
  - Monitors



# Revised Monitoring Tool Layout

## For each question:

- Answer options - check all that apply
  - Required Documentation - **must** be provided for answers selected
  - Supporting Documentation - check all that apply and provide for all options chosen
  - Other
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# Revised Monitoring Tool Layout

## For each question:

- **Rating and Scoring** –
  - Meets Requirements (2 points),
  - Needs Improvement (1 point),
  - Does not meet requirements (0 points)
- Completed by monitors only
- Scoring is used by the state ECYEH team to identify areas of need in LEAs across the state to guide technical assistance and support.
- Monitor Comments



# Revised Monitoring Tool Layout

- Each of 6 sections (5 for the ARP-HCY only tool):
  - Total score
  - Completed by monitor
- End of monitoring tool:
  - Final score
  - Completed by monitor
- Monitor Overall Comments:
  - Highlights and strengths
  - Specific recommendations
  - Compliance issues
  - Completed by monitor



# Monitoring Tool Instructions – ECYEH only or ECYEH and ARP-HCY

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Please select the response options that apply to each question below.

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LEAs must provide all items in the “Required Documentation” sections (also designated with an “\*”) to receive a “meets requirements” rating.

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If you are being monitored for both ECYEH and ARP-HCY II, please highlight your ARP-HCY activities with your monitor.

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Supporting documents provide additional evidence for each selected response(s) for the item being rating.

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Please note that student/family member names SHOULD NOT appear in required or supporting documentation. Please redact names as needed.

# Monitoring Tool Instructions – ARP-HCY Only

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Please select the response options that apply to each question.

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LEAs must provide all items in the “Required Documentation” sections (also designated with an “\*”) to receive a “meets requirements” rating.

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LEAs must highlight their overall processes in addition to their ARP-HCY projects.

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Supporting documentation provides additional evidence for each selected response(s) for the item being rating

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Please redact student/family names in required or supporting documentation.

# Process of the Monitoring Visit

1

The ECYEH team at the Center for Schools and Communities (CSC), the lead agency for ECYEH and ARP-HCY monitoring process, selects LEAs to be monitored.

2

The ECYEH team at CSC assigns LEAs to monitors.

3

The ECYEH monitors select dates for virtual monitoring visits for LEAs and notify CSC.

4

The ECYEH team at CSC emails a memo with attached notification letter 4 weeks in advance to the LEA Homeless Liaison and Superintendent/CEO.

# Notification Email and Letter

- Email:
  - Will come from **ECYEH LEA Compliance Monitoring** [MonitoringECYEH@csc.csiu.org](mailto:MonitoringECYEH@csc.csiu.org)
  - Link to the monitoring tool
- Attached letter:
  - Date of the monitoring
  - Name and contact information of your monitor
  - Zoom link for your virtual monitoring visit
  - General information

# Scheduling Your Monitoring Visit

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Notification letter presents selected date of your virtual monitoring visit.

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Please email your monitor, as listed in the letter, to confirm you have received this notification and **work together to determine logistics for the monitoring visit.**

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If it is necessary to **reschedule** the monitoring visit due to scheduling conflicts, please contact your assigned monitor to reschedule.

# Prior to Your Monitoring Visit

- Complete monitoring tool and gather supporting documentation.
- Submit or grant access to your completed monitoring tool and all supporting documentation to your monitor **prior to** the virtual visit.
- Ask your monitor when he/she would like to receive your monitoring tool and documentation.



# Best Practices in Monitoring Preparation

- **Start early!**
- Contact your monitor to confirm date
- Reach out to your Regional Coordinator
  - Regional monitoring training
  - Copy of the monitoring tool(s)
  - Help with creating documentation storage system
  - Suggestions for acceptable supporting documentation
  - Review of your completed monitoring tool and documentation

# Best Practices in Monitoring Preparation

Read	Carefully read the monitoring tool
Contact	Contact all the people you will need
Create	Create system to store supporting documentation
Assure	Make sure you can grant access to your documentation



# Best Practices in Monitoring Preparation

Complete	Complete the monitoring tool thoroughly.
Provide	Provide all relevant information and supporting documentation.
Submit	Submit your completed monitoring tool and supporting documentation to your assigned monitor prior to your monitoring visit.



You're  
Finished with  
Your  
Monitoring  
Visit!  
Now What?

- Monitor completes and submits the online monitoring report and signature page within several days of your monitoring.
- After the online monitoring report is submitted, PDE/CSC receive an electronic notification from AIU3.
- Mr. Camara at PDE reviews and approves the report.
- CSC sends the full report plus signature page to the LEA Superintendent, CEO or Executive Director
  - CC: Regional Coordinator, the homeless liaison, Mr. Camara (PDE) and Ms. Lehman (CSC)

# Thank you for participating!

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